

**PAULA D. WALLACE**

P.O. Box 104

Loving, NM

575-706-5000

[pauladwallace@gmail.com](mailto:pauladwallace@gmail.com)

<https://sites.google.com/view/paulawallace>

---

**EDUCATION**

**Dual-Credit Certified**  
Sociology

**New Mexico State University- Las Cruces, NM**  
18 graduate hours

**Ph.D.**  
Curriculum and Instruction  
Graduation-May 2015

**New Mexico State University- Las Cruces, NM**  
Minor: Learning Technologies

**M.A.**  
Curriculum and Instruction  
Graduation-December 2007

**New Mexico State University- Las Cruces, NM**  
Minor: Learning Technologies

**B.S.**  
Elementary Education  
Graduation-December 2006

**New Mexico State University- Las Cruces, NM**

---

**PROFESSIONAL ACADEMIC EMPLOYMENT**

June 2014-present

**Loving Municipal School- Loving, NM**

**Loving Municipal School District**

**Position:** Bilingual Director, Testing Coordinator/LMS (Canvas & Illuminate) Administrator

**Loving High School- Loving, NM**

**Loving Municipal School District**

**Position:** Dean of Students

October 2012- July 2014

**New Mexico Junior College- Hobbs, NM**

**Distance Learning: Training and Outreach**

**Position:** Instructional Designer

December 2011-October 2012

**Sul Ross State University- Alpine, TX**

**Title V: Computer Science Initiative Grant**

**Position:** Project Director

August 2005-December 2011

**New Mexico State University- Carlsbad, NM**

**Learning Technology Center**

**Position:** Manager, Instructional Technology/Director of Online Learning

**New Mexico State University- Carlsbad, NM**

**Title V Healthcare Programs Grant**

**Position:** Project Director

**New Mexico State University- Carlsbad, NM**

**Stairways to STEM Success: CCRAA Grant**

**Position:** Activity Director

**New Mexico State University- Carlsbad, NM**

**Learning Technology Center**

**Position:** Educational Technology Specialist

---

## TEACHING EMPLOYMENT

October 2016-Present

**Sul Ross State University- Alpine, TX**

**Position:** Adjunct Faculty: online delivery

- *ED 6377:* Instructional Design
- *ED 6378:* Integration of Technology into the Curriculum
- *ED 6379:* Implementation of Education Programs in Educational Settings
- *ED 6381:* Critical Issues in Education Technology
- *ED 6382:* Basic Application of Media and Technology

August 2013-Present

**New Mexico Junior College- Hobbs, NM**

**Position:** Adjunct Faculty: online delivery

- *EDUC 193B:* Strategies and Realities of Teaching Online
- *SO 233:* Cultural Diversity

August 2006-December 2011

**New Mexico State University- Carlsbad, NM**

**Position:** Adjunct Faculty: online delivery

- *EDUC 195:* Strategies and Realities of Teaching Online
- *EMD 250:* Introduction to Education
- *BCIS 110G:* Introduction to Computerized Information Systems
- *ET 120:* Computer and Presentation Software
- *PSY 201G:* Introduction to Psychology

August 2010-August 2011

**New Mexico State University- Carlsbad, NM**

**Position:** Adjunct Faculty: via traditional delivery

- *EDUC 181: Field Experience I*
- *EMD 101: Freshman Orientation*

January-May 2006

**Loving Middle School- Loving, NM**

**Position:** Student Teacher

- Language Arts: 8<sup>th</sup> grade.

August 2003-May 2004

**Loving Middle School- Loving, NM**

**Position:** Reading Tutor

- Tutored 6-8 grade students in reading.

August 2003-December 2003

**New Mexico State University- Carlsbad, NM**

**Position:** Volunteer Reading Tutor

Tutored developmental reading students in the Learning Assistance Center.

## LICENSURE & CERTIFICATIONS

State of New Mexico Teacher Licensure: NMPED # 371561

Blackboard Inc.: Blackboard Certified Trainer. (2008, November). Washington, D.C.

LERN Inc: Certified Online Instructor. (2008, April). Online Delivery

## CONFERENCE PRESENTATIONS

Wallace, P. (2018, July) *Transformative Turn Around Using Quizzes, Then Quizzes Next*. Presentation at InstructureCon (Instructure Canvas international conference) Keystone, CO

Wallace, P. (2014, June). *Land of the Lost: Mapping a Plan of Support for Faculty and Students in an Online World*. Presentation at InstructureCon (Instructure Canvas international conference) Park City, UT

Wallace, P. and Mitchell, L. (2009, October). *Land of the Lost: Mapping a Plan of Support for Faculty and Students in an Online World*. Presentation at New Mexico Technology In Education (NMTIE) conference, Ruidoso, NM.

Wallace, P. (2009, September). *Preemptive Methods for Managing Challenging Online Students*. Presentation at NMSU Community Campus Roundup Conference, Carlsbad, NM.

Mitchell, L. and Wallace, P. (2009, February). *Developing Course Content for Online Courses using SoftChalk LessonBuilder*. Presentation at the NMSU College of Extending Learning showcase exhibition, Las Cruces, NM.

Wallace, P., Austin, R., and Arora, S. (2008, March). *Meeting the Needs of Our Online Learning Community Using a Student Portal*. Presentation at the Title V Best Practices Conference, Albuquerque, NM.

Wallace, P. and Austin, R. (2007, September). *You CAN Get There From Here: A Title V Journey of Discovery*. Presentation at Student Track '07, San Juan, Puerto Rico.

Wallace, P. (2007, August). *Building Learning Objects with SoftChalk LessonBuilder*. Presentation at Broadening Access Summer Institute, Alamogordo, NM.

## WORKSHOP/TRAINING PRESENTATIONS

6/23/20

Wallace, P. *Illuminate Testing Platform*: Faculty workshops delivered Fall 2017 at Loving Municipal Schools, Loving, NM.

Wallace, P. *Canvas Gradebook & Quizzing Tool*: Faculty workshops delivered Spring and Fall 2017 at Loving Municipal Schools, Loving, NM.

Wallace, P. *Canvas Basics*: Faculty workshops delivered Spring and Fall 2017 at Loving Municipal Schools, Loving, NM.

Wallace, P. *NMEPIC, Administering EOCs (Exam Platform)* Faculty workshops delivered Spring 2017 at Loving Municipal Schools, Loving, NM.

Wallace, P. *D2L(Brightspace) Assessment Analytics*: Faculty workshops delivered Spring 2017 at Loving Municipal Schools, Loving, NM

Wallace, P. *D2L Basics*: Faculty workshops delivered Fall 2016 at Loving Municipal Schools, Loving, NM

Wallace, P. *Canvas Basics*: Faculty workshop delivered Fall 2013 and Spring 2014 at New Mexico Junior College, Hobbs, NM

Wallace, P. *Canvas Modularization Training*: Faculty workshop delivered Spring 2013 and Fall 2014 at New Mexico Junior College, Hobbs, NM

Wallace, P. *Canvas Interface on Mobile Devices (iPhone, iPad & Android Units)*: Faculty workshop delivered Spring 2013 at New Mexico Junior College, Hobbs, NM

Wallace, P. *Understanding the NMJC Online Course Review Rubric*: Faculty workshop delivered Spring 2013 and Fall 2014 at New Mexico Junior College, Hobbs, NM

Wallace, P. *Building a Faculty Biography for Your Canvas Course*: Faculty workshop delivered Spring 2013 at New Mexico Junior College, Hobbs, NM

Wallace, P. *Canvas Homepage Setup*: Faculty workshop delivered Fall 2012 at New Mexico Junior College, Hobbs, NM

Wallace, P. *Blackboard-in-a-Day*. Faculty workshop delivered each semester at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P. *Blackboard Orientations: Getting Students Ready for Online Learning*. Student workshop delivered each semester at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P., *Transforming Course Content from Face-To-Face Delivery to Online*. Faculty workshop delivered each semester at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P., *Creating Engaging Online Discussions*. Faculty workshop delivered each semester at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P. *Blackboard Gradebook—What the Training Manual Does Not Tell You*. Faculty workshop delivered each semester at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P. *Using the Group Manager in Blackboard for Creating Dynamic Group Projects in Your Online Course*. Faculty workshop delivered each semester at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P. *SoftChalk LessonBuilder: Software for Creating Unique Course Content*. Faculty workshop delivered each semester at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P. *VoiceThread: Transform Your PowerPoint Presentation*. Faculty workshop delivered each semester at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P. *Web 2.0: Free Web Applications That Will Rejuvenate Your Online Course*. Faculty workshop delivered Spring 2009 at the Learning Technology Center, NMSU Carlsbad, NM

Wallace, P. *Developing and Teaching Blended Learning Courses*. Faculty workshop delivered Fall 2009 at the Learning Technology Center, NMSU Carlsbad, NM

---

## **Publications & Review Committees**

Wallace, P. (2015). *Online dual-enrollment student experience: An in-depth qualitative review of the phenomenon within a rural community college setting*. ProQuest: 3663705

International Review Of Research In Online And Distance Education: Article Reviewer  
<http://www.irrodl.org/index.php/irrodl>

---

## **Experience With Hardware & Software Usages In Instructional Technology**

Hardware: Windows PC, Apple Macintosh, Microsoft Surface, Polycom, iPad, Android Tablets, Kindle, iPhone iOS, KUNO, MediaSite, Interwrite Mobi, CPS Clickers, and ELMO Projector.

Software (Downloadable & Web-based): Blackboard, Canvas, Moodle, D2L (Brightspace), NMEPIC, PearsonAccessNext, WebCT, Edupoint Synergy Assesment, Adobe Acrobat, Adobe Captivate, Adobe Connect, WebEX, Go-To-Meeting, SPSS Statistics, Adobe Suite, including Adobe Fireworks, Audacity, Garageband, Gimp, Google Drive, Google Scholar, iMovie, iPhoto, Jing, Microsoft Office Suite, Adobe Suite, PB Wiki, Respondus Lockdown Browser, Respondus Test Generator, Second Life, Softchalk LessonBuilder and SoftChalk Cloud, Screencast-O-Matic, SnagIT, TestGen, ExamView, Vocaroo, VoiceThread, WikiSpaces, Attendance, Windows Live Photo Gallery, YouTube, iOS, Android.

---

## **PROFESSIONAL MEMBERSHIPS AND OFFICER POSITIONS**

### Officer Positions:

- New Mexico State University Carlsbad Distance Education Committee—Chairperson. (2007-2011)
- Phi Theta Kappa—President (2003/2004 and 2004/2005 terms)
- New Mexico State University at Carlsbad Associated Student—President (2004/2005 term)
- New Mexico Advisory Council for KAIROS Outside Prison Ministry—Data Coordinator (2013-present)
- New Mexico Advisory Council for KAIROS Outside Prison Ministry—Vice President (2003- 2006)

### Memberships:

#### *Professional*

- Instructional Technology Council (2009-present)
- International Society for Technology in Education (2008-Present)
- New Mexico Society for Technology in Education (2007-Present)
- National Alliance of Concurrent Enrollment Partnerships (2011-present)

- American Association of University Women (2007-Present)

#### *Academic*

- Phi Theta Kappa (2003-Alumni)
- Alpha Chi Honor Society (2004-Alumni)
- New Mexico State University at Carlsbad Associated Student Senator (2003/2004 term)

#### *Personal*

- New Mexico Advisory Council for KAIROS Outside Prison Ministry—(2003-Present)  
*Current Position: State Chairperson*
- New Mexico KAIROS Prison Ministry: Lea County Correctional Facility— (2007-Present)

---

### **AWARDS RECEIVED**

- All-USA Academic All American for Community & Junior Colleges—First Team (2004)
- Dr. Lisa Perozynski Outstanding Student in Education Award—New Mexico State University Carlsbad (2004)
- Crimson Scholar (2003-2006)
- Who's Who in American Junior Colleges (2003-2004)
- University Dean's List (Spring 2002 and Fall 2002), and (Spring 2003 and Fall 2003)
- National Dean's List (2003-2004)
- Distinguished Achievement in Phi Theta Kappa (2003)
- Distinguished Service to Associated Students (2004)